



EQUALITY AND DIVERSITY POLICY

T3 Security Ltd is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination.

The aim of our work force is to be truly representative of all sections of society and our customers, and for each employee to feel respected and be able to give their best.

T3 Security Ltd in providing or delivering its services is very committed against unlawful discrimination of clients, their customer, and the public in general.

The purpose of the policy is to:

- Provide equality, fairness, and respect for all in our employment which includes temporary, part time or full time.
- Shall not discriminate unlawfully as described in the equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnerships, pregnancy and maternity, race (including colour, nationality, ethnic or national origin), religion or belief, sex (gender) and sexual orientation
- Avoid and oppose all forms of unlawful discrimination this includes pay and benefits, terms, and conditions of employment, dealing with grievance and disciplinary, dismissal, redundancy, leave for parents, request for flexible working, and selection for employment, promotion, training, or other developmental opportunities

T3 Security Ltd is committed to:

- Encourage equality and diversity in the workplace as they are good practice and make business sense
- Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promotion dignity and respect for all and where all individual differences and the contribution of all employees are recognised and valued
- This commitment includes training managers and all other employees about their rights and responsibilities under the equality policy. Responsibilities including employees conducting themselves to help the organisation provide equal opportunity in employment and prevent bullying, harassment, victimisations, and unlawful discrimination.
- All employees should understand that they as well as the employer, can be held liable for acts of bullying, harassment, victimisation, and unlawful discrimination in the course of their employment, against fellow employees, customers and their client, the public
- Take seriously complaints of bullying, harassment, victimisation, and unlawful discrimination, in the course of their employment against fellow employees, client and their customers including the general public. Such act will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, any appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice. Further, sexual harassment may amount to both an employment rights and criminal matter, such as in sexual assault allegations. In addition, harassment under the protection from harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristics – is a criminal offence.

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- Make opportunity for training, development, and progress available to all employees, who will be assisted and encouraged to develop to their full potential, so their talent and resources can be fully utilised to maximise the efficiency of the organisation
- Decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the equality Act)
- Review employment practices and procedure when necessary to ensure fairness and update them and the policy to take account of the changes in the law
- Monitor the make-up of the workforce regarding information such as age, gender, ethnic background, sexual orientation, religion or belief, and disability encouraging equality and diversity, and in meeting the aim and commitments set out in the equality policy
- Monitoring will also include assessing how the equality policy, and any action plan, are working in practice, reviewing them annually, and considering action to address any issues

The equality policy is fully supported by directors and senior management of T3 Security Ltd.

Details of the organisations grievance and disciplinary procedure can be found/located in the employee handbook and can be requested from the HR Department. This should include with whom an employee should raise a grievance - usually their line manager.

Use of the organisation's grievance and/or disciplinary procedure does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.

Director:

Peter Moore

Date:

12/03/2024

A handwritten signature in black ink, appearing to be 'Peter Moore', written over a light blue horizontal line.

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